

CLARK COUNTY PUBLIC FACILITIES DISTRICT PROCEEDINGS

APRIL 7, 2003

CLARK COUNTY, WASHINGTON

The Clark County Public Facilities District (PFD) convened in the Public Services Center, 1300 Franklin Street, Room 678, Vancouver, Washington.

MEMBERS PRESENT

Debbie Abraham, Phil Parker, and Brett Wilkerson

MEMBERS ABSENT

Paul Winters and Jerry Kolke

STAFF PRESENT

Bill Barron, Bronson Potter, Doug Johnston, Paul Lewis, and Kelly Sills

CALL TO ORDER

Vice Chair Debbie Abraham called the meeting to order at 5:04 p.m.

ROLL CALL

Kelly Sills called the roll and confirmed that a quorum was present.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Because the minutes of 17MAR03 were not presented until the time of this meeting, approval of those minutes was delayed until the next regularly scheduled meeting.

COUNTY PFD BUDGET

Kelly presented a proposed 2003-04 budget to the Board. Following general discussion, **moved** by Phil Parker, **seconded** by Brett Wilkerson, and **approved** that the 2003-04 budget be approved as presented. A copy of the approved budget is attached to these minutes.

UPDATE ON CITY OF VANCOUVER PFD AND DRA

Paul Lewis provided an update on activities of the Vancouver Public Facilities District (PFD) and Downtown Redevelopment Authority (DRA), with a primary focus on conference center developments. Paul indicated that the conference center project manager will remain the same as originally approved and Fletcher et al will remain as the primary architect. The 170-space garage will be built below the conference center. Other parking and valet service will be made available. There is a renewed emphasis on ensuring that the conference center will be designed in order to maintain a distinct separateness from the hotel structure. Paul also provided assurance that signage for the conference center will be equally prominent as signage for the hotel. It has not yet been decided whether the name of the conference center will become an item for sale. The location of the grand ballroom has been effectively switched with the junior ballroom in order to make future grand ballroom expansion more feasible. The DRA is seeking a more dramatic lobby/entrance design because there is some concern about the "suburban" character of the current entryway design. There will be an attempt to coordinate design issues with the Columbian's development adjacent to the conference center. The next design workshop will be on

11APR03. Fee negotiations with the Marriott are still in progress, but there is an emphasis on a fixed fee as opposed to a variable fee. Discussions are also ongoing with insurers. Paul indicated that, to the extent there are questions about the management agreement, they should be referred to the city and DRA.

UPDATE ON STATUS OF FAIRGROUNDS PROJECT

Doug Johnston described the Fairgrounds Master Plan, and indicated that there are actually two master plans: one for the fairgrounds, the other for a regional ball field complex. The two plans are being developed by two separate consultants in cooperation with each other. The fairgrounds plan includes a financial feasibility plan for a 100,000 square foot flat-floor exhibition hall. This compares to about 450,000 square feet of exhibition space at the Exposition Center behind Jantzen Beach. Doug indicated that there is substantial market interest in the proposed exhibition space at the fairgrounds. Many of the existing buildings at the fairgrounds are in very poor condition and would have to be demolished under the Master Plan. However, the grand stand, horse arena, and stables would remain. A major access road would be required, in addition to new sewer, water, and underground electrical lines. Debbie Abraham wanted to know whether real estate excise tax funds would be used for the project, and Doug indicated that funding was not anticipated to be applied to the project. Bill Barron indicated that it has yet to be determined how money derived from the amphitheatre will be allocated, and staff is in the process of developing proposals for use of real estate excise tax funds dedicated to economic development. Doug indicated that the current estimated price of the exhibition hall would be around \$10 million, and additional improvements at the fairgrounds would also run around \$10 million.

HOTEL/MOTEL TAX

Kelly Sills provided information about how the county PFD could consider an increase in the lodging tax. A lodging tax increase may be referred to the voters by the PFD, but the voters are the only ones that can actually approve a lodging tax increase (by simple majority vote). The PFD may not refer a lodging tax exceeding 2%. Kelly indicated that there is an overall cap of 11.5% on total lodging tax plus total sales tax. The amount of remaining capacity (before hitting the 11.5% cap) for each individual jurisdiction varies due to different local sales tax rates and the fact that only Clark County and City of Vancouver have existing lodging taxes. For Clark County, the remaining capacity is 1.8%.

LIABILITY INSURANCE

Bronson Potter indicated that the annual premium for liability insurance is approximately \$5,000.

CONSIDERATION OF COUNTY-COUNTY PFD INTERLOCAL AGREEMENT

Bronson Potter provided the proposed interlocal agreement and notified the Board that, although he was seeking complete objectivity, he nonetheless had the potential to encounter conflicts of interest regarding the interlocal agreement since he was paid legal staff to the county. Respecting the importance of the interlocal agreement and that two of the five board members were not in attendance at this meeting, **moved** by Phil Parker, **seconded** by Brett Wilkerson, and **approved** to defer consideration of the interlocal agreement to the next regular PFD meeting.

AMENDMENT TO BYLAWS

Bronson Potter presented a proposed amendment to the bylaws so that the Board would meet once per month, on the first Monday of each month. **Moved** by Brett Wilkerson, **seconded** by Phil Parker, and **approved** to amend the bylaws as proposed.

GOOD OF THE ORDER

None.

ADJOURNMENT

Vice Chair Debbie Abraham adjourned the meeting at 6:15 p.m.

**Clark County
Public Facilities District
2003-04 Biennial Budget**

	2003	2004
Beginning Balance	-	24,085.00

Revenues	2003	2004	Total 2003-04
State Sales Tax Credit	369,000.00	492,000.00	861,000.00
Interest Earnings	205.00	13.48	218.48
Other Revenue(s)	-	-	-
Total Revenues	369,205.00	492,013.48	861,218.48

Expenditures	2003	2004	Total 2003-04
Conference Center Project	238,620.00	477,240.00	715,860.00
Public Information	-	-	-
Supplies	500.00	500.00	1,000.00
Travel/Meetings	1,000.00	1,000.00	2,000.00
Training	-	-	-
Special Projects	-	-	-
Insurance (E&O/Liability)	5,000.00	5,000.00	10,000.00
Legal Services	60,000.00	30,000.00	90,000.00
Other Professional Services	40,000.00	-	40,000.00
PFD Reserve	24,085.00	(21,726.52)	2,358.48
Total Expenditures	369,205.00	492,013.48	861,218.48

	2003	2004
Ending Balance	24,085.00	2,358.48

Assumptions:

1. Monthly sales tax credit revenue = \$41,000
2. Payments to Conference Center Trustee made on a monthly basis
3. Payments to Conference Center Trustee don't begin until July 2003
4. Revenue in APR/MAY/JUN 2003 (total of \$123,000) used to pay legal, financial, and other start-up costs
5. Legal/Bond Counsel is Hugh Spitzer (\$30,000 Conf. Ctr, \$30,000 Fairgrounds, \$30,000 annually thereafter)
6. Other Prof. Services is for David Findlay (\$25,000 Conf. Ctr., \$15,000 Fairgrounds, zero thereafter)
7. Conference Center Trustee receives 97% of sales tax credit revenue
8. Interest is calculated at 2% per year
9. 2004 interest assumes two holding days (between revenue receipt and payment) per month